

THE THIRTIETH LEGISLATURE
APPLICATION FOR GRANTS
CHAPTER 42F, HAWAII REVISED STATUTES

Type of Grant Request:

☐

Operating

☐

Capital

Legal Name of Requesting Organization or Individual: Db:

Amount of State Funds Requested: \$_____

Brief Description of Request (Please attach word document to back of page if extra space is needed):

Amount of Other Funds Available:

State: \$_____

Federal: \$_____

County: \$_____

Private/Other: \$_____

Total amount of State Grants Received in the Past 5
Fiscal Years:

\$_____

Unrestricted Assets:

\$_____

New Service (Presently Does Not Exist): ☐ Existing Service (Presently in Operation): ☐

Type of Business Entity:

☐

501(C)(3) Non Profit Corporation

☐

Other Non Profit

☐

Other

Mailing Address:

City:

State:

Zip:

Contact Person for Matters Involving this Application

Name:

Title:

Email:

Phone:


Authorized Signature

Name and Title

Date Signed



STATE OF HAWAII
STATE PROCUREMENT OFFICE

CERTIFICATE OF VENDOR COMPLIANCE

This document presents the compliance status of the vendor identified below on the issue date with respect to certificates required from the Hawaii Department of Taxation (DOTAX), the Internal Revenue Service, the Hawaii Department of Labor and Industrial Relations (DLIR), and the Hawaii Department of Commerce and Consumer Affairs (DCCA).

Vendor Name: JAPANESE CULTURAL CENTER OF HAWAII

DBA/Trade Name: JAPANESE CULTURAL CENTER OF HAWAII

Issue Date: 01/07/2025

Status: Compliant

Hawaii Tax#: 20390630-01
New Hawaii Tax#: GE-0899543040-01
FEIN/SSN#: XX-XXX6147
UI#: XXXXXX1424
DCCA FILE#: 67621

Status of Compliance for this Vendor on issue date:

Form	Department(s)	Status
A-6	Hawaii Department of Taxation	Compliant
8821	Internal Revenue Service	Compliant
COGS	Hawaii Department of Commerce & Consumer Affairs	Exempt
LIR27	Hawaii Department of Labor & Industrial Relations	Compliant

Status Legend:

Status	Description
Exempt	The entity is exempt from this requirement
Compliant	The entity is compliant with this requirement or the entity is in agreement with agency and actively working towards compliance
Pending	A status determination has not yet been made
Submitted	The entity has applied for the certificate but it is awaiting approval
Not Compliant	The entity is not in compliance with the requirement and should contact the issuing agency for more information

**DECLARATION STATEMENT OF
APPLICANTS FOR GRANTS PURSUANT TO
CHAPTER 42F, HAWAII REVISED STATUTES**

The undersigned authorized representative of the applicant certifies the following:

- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide the services for which a grant is awarded;
 - b) Complies with all applicable federal and state laws prohibiting discrimination against any person on the basis of race, color, national origin, religion, creed, sex, age, sexual orientation, or disability;
 - c) Agrees not to use state funds for entertainment or lobbying activities; and
 - d) Allows the state agency to which funds for the grant were appropriated for expenditure, legislative committees and their staff, and the auditor full access to their records, reports, files, and other related documents and information for purposes of monitoring, measuring the effectiveness, and ensuring the proper expenditure of the grant.
- 2) If the applicant is an organization, the applicant meets the following requirements pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) Is incorporated under the laws of the State; and
 - b) Has bylaws or policies that describe the manner in which the activities or services for which a grant is awarded shall be conducted or provided; and
- 3) If the applicant is a non-profit organization, it meets the following requirements pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) Is determined and designated to be a non-profit organization by the Internal Revenue Service; and
 - b) Has a governing board whose members have no material conflict of interest and serve without compensation.
- 4) The use of grant-in-aid funding complies with all provisions of the Constitution of the State of Hawaii (for example, pursuant to Article X, section 1, of the Constitution, the State cannot provide "... public funds ... for the support or benefit of any sectarian or nonsectarian private educational institution...").

Pursuant to Section 42F-103, Hawaii Revised Statutes, for grants used for the acquisition of land, when the organization discontinues the activities or services on the land acquired for which the grant was awarded and disposes of the land in fee simple or by lease, the organization shall negotiate with the expending agency for a lump sum or installment repayment to the State of the amount of the grant used for the acquisition of the land.

Further, the undersigned authorized representative certifies that this statement is true and correct to the best of the applicant's knowledge.

Japanese Cultural Center of Hawai'i

(Typed Name of Individual or Organization)

Nate Gytoku

Digitally signed by Nate Gytoku
Date: 2025.01.06 11:29:28 -10'00'

2025-01-06

(Signature)

(Date)

Nathan Gytoku

President & Executive Director

(Typed Name)

(Title)

Application Submittal Checklist

The following items are required for submittal of the grant application. Please verify and check off that the items have been included in the application packet.

- ☒ 1) Hawaii Compliance Express Certificate (If the Applicant is an Organization)
- ☒ 2) Declaration Statement
- ☒ 3) Verify that grant shall be used for a public purpose
- ☒ 4) Background and Summary
- ☒ 5) Service Summary and Outcomes
- ☒ 6) Budget
 - a) Budget request by source of funds ([Link](#))
 - b) Personnel salaries and wages ([Link](#))
 - c) Equipment and motor vehicles ([Link](#))
 - d) Capital project details ([Link](#))
 - e) Government contracts, grants, and grants in aid ([Link](#))
- ☒ 7) Experience and Capability
- ☒ 8) Personnel: Project Organization and Staffing


AUTHORIZED SIGNATURE

Nathan Gyotoku, President & Executive Director

PRINT NAME AND TITLE

1/6/2025

DATE

Application for Grants

If any item is not applicable to the request, the applicant should enter "not applicable".

I. Certification – Please attach immediately after cover page

1. Hawaii Compliance Express Certificate (If the Applicant is an Organization)

If the applicant is an organization, the applicant shall submit one (1) copy of a Hawaii Compliance Express Certificate from the Comptroller of the Department of Accounting and General Services that is dated no earlier than December 1, 2024.

Certificate of Vendor Compliance attached.

2. Declaration Statement

The applicant shall submit a declaration statement affirming its compliance with Section 42F-103, Hawaii Revised Statutes.

Declaration Statement attached.

3. Public Purpose

The applicant shall specify whether the grant will be used for a public purpose pursuant to Section 42F-102, Hawaii Revised Statutes.

The Japanese Cultural Center of Hawai'i confirms that the requested grant will be used for a public purpose pursuant to Section 42F-102, Hawai'i Revised Statutes.

II. Background and Summary

This section shall clearly and concisely summarize and highlight the contents of the request in such a way as to provide the State Legislature with a broad understanding of the request. Please include the following:

1. A brief description of the applicant's background;

MISSION AND VISION

The mission of the Japanese Cultural Center of Hawai'i is *"to be a vibrant resource, strengthening our diverse community by educating present and future generations in the evolving Japanese American experience in Hawai'i."*

The vision of the Center is *"to co-create a society where a deeper knowledge of one's heritage and a profound understanding of oneself will enable enlightened connections among all people."*

We strive to provide educational resources and programming about the Japanese American experience in Hawai'i not only to perpetuate Japanese American traditions and values but also to promote awareness and respect for history, values, and cultural heritage among all people as a foundation for a healthy, thriving community.

HEART OF THE COMMUNITY

The JCCH serves as a valuable and accessible crossroads for Honolulu and the island of O'ahu, bringing together community, business, and cultural organizations in innovative ways while also perpetuating and preserving the history of Japanese in Hawai'i.

- **GATHERING PLACE**

Serving as a gathering place in the center of Honolulu, JCCH reaches over 44,000 guests annually. The JCCH campus includes the Generations Ballroom, a venue for public and private functions, an office building, martial arts dōjō, a traditional Japanese tea house, the Tokioka Heritage Resource Center archive, the Okage Sama De historical gallery, Honouliuli Education Center, and JCCH Gift Shop. Average daily operations bring 40-50 visitors to the JCCH daily, 300-400 visitors per month to the historical gallery, over 6,000 people attending the New Years 'Ohana Festival, and over 37,000 guests attending functions in the ballroom annually.

- **COMMUNITY GROUPS**

The Japanese Cultural Center of Hawai'i is home to many community groups, including the Honolulu Japanese Chamber of Commerce, United Japanese Society of Hawai'i, KZOO Radio, Nisei Veteran's Legacy, Hawai'i Japanese School, Nippon Golden Network, DLS, Urasenke Foundation, and Bamboo Catering. The JCCH dōjō is used year-round by twelve different martial arts schools teaching hundreds of students about traditional Japanese martial arts.

- **CULTURAL OPPORTUNITIES**

In FY2023, JCCH hosted 43 educational programs attended by over 8,200 people. An estimated 4,900 people participated in the monthly JCCH Craft and Collectibles Fairs. 97 students and professionals used the Resource Center archive for research. JCCH volunteers lead guided tours of the Okage Sama De gallery, conduct cultural workshops, and provide translation and genealogy research services to the public.

- **PREMIER EDUCATIONAL RESOURCE**

For nearly 30 years, the Okage Sama De (OSD) historical exhibition at the JCCH has served as the premier educational resource sharing the history of Japanese Americans in Hawai'i. Developed by the Japanese American community to honor the Gannenmono, the first generation of immigrants to the Islands, the exhibit reveals the hardship they overcame by relying on their determination and moral values. These values passed through generations have become woven into Hawai'i's culture and continue to be embraced today. This multi-generational story of immigration and integration resonates with people of all ethnicities across the United States.

2. The goals and objectives related to the request;

PROJECT GOAL: To Honor Our Heritage and Bridge the Future: The Redesign and Renovation of Okage Sama De Exhibit

- The goal of this request is to assist JCCH with the renovation of one of our greatest assets – our cultural and historical heritage exhibit -- sharing the history of Japanese Americans in Hawai'i. The Okage Sama De Gallery houses a unique repository of rare historical documents, photos, stories, and artifacts on the history of Japanese in Hawai'i.

PROJECT OBJECTIVES

Completion of the Redesign and Renovation of the Okage Sama De Gallery by Fall 2026 will be achieved through the following deliverables and key activities:

Project Deliverables:

- 1) Building permits secured
- 2) De-installation of Exhibits and Gift Shop
- 3) Renovation of Community Gallery
- 4) Completion of Okage Sama De Gallery Renovation
- 5) Completion of Gift Shop Renovation
- 6) Grand opening of Okage Sama De Gallery in fall 2026

Key Activities:

- Building of project team, design team, curatorial advisory committee
- Project and exhibit designs, with stakeholder input
- Demolition of existing walls, gift shop space to make room for new minor construction
- Gathering of the stories, artifacts to be placed in new exhibits
- Loading of technology content for interactive exhibits
- Installation of new and updated exhibits
- Private and public events to showcase the new Okage Sama De Gallery and Gift Shop
- Media, newsletters, online presence advertising new exhibits into the community

3. The public purpose and need to be served;

BENEFIT TO OUR COMMUNITY

The Okage Sama De Gallery highlights the challenges faced by Japanese immigrants in Hawai'i, who overcame adversity through determination and strong moral values. Their inspirational survival story underscores the values and experiences that many Hawai'i residents share.

The modernization of the Okage Sama De Gallery will enhance public education about Hawai'i's internment sites and the unlawful actions taken by the government. This initiative will serve as the foundation for new educational curricula, professional development, collections, and public programs. By including these more recent historical events, we will remind Americans of the significant role of vigilance in preserving our civil rights and preventing the repetition of past social injustices.

CRITICAL PROBLEMS TO BE ADDRESSED

The Okage Sama De Gallery, a cornerstone of the Japanese Cultural Center of Hawai'i since 1995 (exhibit is 29 years old), is due for a significant update for several compelling reasons:

1) WWII INCARCERATION

The exhibition presently includes limited information about the WWII incarceration of Japanese Americans and POWs. When the exhibit was developed 29 years ago, the Honouliuli interned site had become lost from public consciousness. After JCCH volunteers led the rediscovery of the campsite in 2008 and its subsequent designation as a National Historic Site, the JCCH installed a separate exhibition, referred to as the Honouliuli Education Center. To present a complete history, the history of internment and story of the re-identification of the sites should be included in the main Okage Sama De gallery.

2) BROADEN PERSPECTIVES

The addition of a new exhibit about the history of Japanese American WWII incarceration will provide a more relevant context for present-day Hawai'i. The new exhibit will feature video recordings, newspaper articles, stories from the families of the incarcerated, and personal artifacts to convey the depth of injustices and compel visitors to consider how the events of 80 years ago remain important and relevant to all people today.

3) EXPAND EDUCATIONAL OUTREACH

The updated exhibition will provide a foundation for the development of new educational resources, including school curriculum, teacher trainings, tours, and public programs about the unlawful incarceration of Japanese Americans and POWs, revealing historical events that remain lesser known. These resources will promote public education and discourse to address social justice, immigration, personal identity, and values

4) ENGAGE YOUNGER AUDIENCES

Integrating modern interactive and immersive technologies into the exhibition is a high priority to keep the historical gallery relevant to a contemporary audience. Leveraging our digital media resources and social media will enable us to create storytelling that engages a broader audience, especially youth.

4. Describe the target population to be served;

The Japanese Cultural Center of Hawai'i serves as a gathering place in the center of Honolulu, reaching over 44,000 guests annually. Current normal day-to-day operations of tenants bring approximately 40-50 residents to the JCCH daily, 300-400 visitors per day to the Center's galleries, over 6,000 people attending the on-site 'Ohana Festival, and over 37,000 guests attending functions in the Generations Ballroom annually.

JCCH's primary constituents include **over 3,000 members** ranging in age from keiki to kūpuna. This is but one unique group that is active at the Center. The larger target audience for the new Okage Sama De Gallery includes:

- **Local Residents:** Individuals and families in Hawai'i interested in learning about the history and culture of Japanese Americans (and/or Hawai'i's history) and eager to engage in cultural enrichment.
- **Visitors and Tourists:** Those seeking to understand the cultural diversity of Hawai'i and the significant role of Japanese Americans in shaping the islands' heritage. This includes visitors from the continental U.S. who have limited access to Japanese culture as well as visitors from Japan who wish to learn more about Japanese Americans.
- **Educational Institutions:** Elementary schools, high schools and universities seeking resources and programs to educate students about Japanese American history and culture. This includes not only public, charter, and private school students from across the state, but also students visiting from the US continent, Japan, and other countries. We receive an average of one school tour from Japan a month.
- **Community Organizations:** Groups aiming to promote cultural awareness and diversity within the community through cultural practices and education.

5. Describe the geographic coverage.

The Japanese Cultural Center of Hawai'i sits in the heart of Mō'ili'ili, located at 2454 South Beretania Street. In the immediate neighborhood, the JCCH works in partnership with the Honolulu Japanese Chamber of Commerce, University of Hawai'i at Mānoa, Mō'ili'ili Community Center and the Old Town Mō'ili'ili Business Association.

The JCCH serves Hawai'i residents and people worldwide through online resources and in-person programs and its mission of preserving cultural heritage.

III. Service Summary and Outcomes

The Service Summary shall include a detailed discussion of the applicant's approach to the request. The applicant shall clearly and concisely specify the results, outcomes, and measures of effectiveness from this request. The applicant shall:

1. Describe the scope of work, tasks and responsibilities;

SCOPE OF WORK

2025 marks a significant milestone - the 30th anniversary of the Okage Sama De Gallery, which first opened its doors on January 7, 1995. It presents an ideal opportunity to refresh and revitalize the exhibition, honoring its legacy while introducing new elements to engage contemporary audiences.

The Okage Sama De Gallery renovation project's scope of work includes the following:

- 1) Design and permitting
- 2) Construction of new exhibit walls
- 3) Large and small format printing of new displays
- 4) Replacement of display surfaces that are peeling and rippling
- 5) Creation of new object display cases
- 6) Installation of new lighting and replacing existing lighting with LED fixtures
- 7) Development and installation of digital media (monitors showing video, access to our internet database)

PRIMARY UPDATES

The narrative presented at the renovated Okage Sama De Gallery will broaden our story, and will include the following focus areas:

- The addition of a comprehensive narrative about the events of WWII, highlighting the actions of the federal government to protect the United States from its enemies, including martial law and the incarceration and evacuation of its own citizens, and how Japanese Americans in Hawai'i responded to these adverse circumstances.
- Centering the post-WWII sections on the Japanese American redress movement, prominent local Japanese American figures, the integration of JA cultural traditions in Hawai'i's local culture, and the values that have guided our communities for generations.
- Utilizing digital media throughout the exhibits to meet the evolving demands of audience engagement and learning. Potential additions include:
 - Enhancing accessibility through digital platforms and virtual tour options, leveraging the library of existing JCCH video content.
 - Immersive Projection Mapping: Use projection mapping technology with physical changes to transform exhibit spaces into immersive environments, such as recreating the deck of an immigrant ship or a plantation field.
 - Interactive Touchscreen Displays: Create multi-touch tables that allow multiple visitors to simultaneously explore digital archives, maps, and historical documents.
 - Creating opportunities for visitor interaction and personal reflection, such as a digital memory book where visitors can share their family stories or reflect on their exhibit experience.

PROJECT MANAGEMENT

We anticipate the project to be completed by Fall 2026. We have formed a curatorial advisory committee to start planning the gallery updates. We plan to be ready to start the renovation immediately upon approval of funding.

The 18-month project will be managed and conducted in four phases:

1) PHASE I - Planning, Design, Permitting (6 months)

Prior to the grant period start, JCCH will proceed with the planning, design and permitting process to begin the project preparation and securing pledges of support.

2) PHASE II - Construction Updates and Renovation of Gallery (9 months)

This phase includes the removal and storage of existing exhibits to create a new layout of space. Following the construction of the new walls and exhibit construction elements, the exhibit artifacts, signage, and displays will be set up in the new gallery.

3) PHASE III - Technology Updates Installed for Interactive Storytelling (3 months)

The updated exhibit will provide a more engaging and comprehensive experience for visitors by utilizing state-of-the-art multimedia and interactive technologies.

4) PHASE IV - Public Education Through New Gallery and Traveling Exhibits (1 year)

The public marketing campaign will begin to bring additional publicity to the new exhibit and its contents, bring people into the center to visit the gallery, and to facilitate ongoing conversations for learning about the Honouliuli Internment Camps.

2. Provide a projected annual timeline for accomplishing the results or outcomes of the service;

Below are milestone steps and outcomes to complete the construction and renovation of the Okage Sama De Exhibit, including preparation of bid documents, soliciting of bid from general contractors, architecture and engineering companies, contract award, demolition of existing walls, and creation of new walls and exhibits, inspections, and Grand Opening.

Prior to GIA Contract (Jan-Sep 2025)

- Design & technical specifications completed
- Curatorial Advisory Committee meetings
- Preparation of building department applications
- C&C of Honolulu building department plan review
- Equipment and construction RFP documents prepared & distributed
- Bid results review
- Bidder interviews

Oct 2025

- Construction contract award
- Pre-construction meetings
- Curatorial Advisory Committee meetings
- Curriculum and Docent Guidebook revisions begin

Nov-Dec 2025

- Site preparation
- Demolition of existing walls in gallery space and gift shop
- Prepping artifacts, stories, photos for installation
- Completion of updated curriculum and guidebooks

Jan-Jun 2026

- Final building inspections and approvals
- Prepping artifacts, stories, photos for installation
- Hiring a Gallery Manager

Jul-Sep 2026

- Completion of project
- Docent training
- Grand reopening of Okage Sama De Gallery

- 3. Describe its quality assurance and evaluation plans for the request. Specify how the applicant plans to monitor, evaluate, and improve their results; and**

EVALUATION PROCESS

- By the end of the grant period, JCCH will have completed the redesign, renovation, and installation of the new Okage Sama De Gallery with a grand opening in Fall 2026.
- A tally of visitor counts will be recorded, and visitor surveys will help us evaluate the effectiveness of the exhibition and quality of the visitor experience.

OVERSIGHT

Two primary project managers will provide oversight, evaluation, and management of the redesign and renovation project:

- The current President and Executive Director of the Japanese Cultural Center of Hawai'i, Nate Gytoku, will be the lead project manager.
- Craig Takahata, a principal and senior project designer at G70 International, will serve as the design lead. He is responsible for the renovation design and permitting and will oversee the project construction, including hiring of the general contractor and build-out team.

Bids for the contracted work will be opened to licensed Hawai'i companies, to provide their expertise, oversight, and materials for this renovation project.

- 4. List the measure(s) of effectiveness that will be reported to the State agency through which grant funds are appropriated (the expending agency). The measure(s) will provide a standard and objective way for the State to assess the program's achievement or accomplishment. Please note that if the level of appropriation differs from the amount included in this application that the measure(s) of effectiveness will need to be updated and transmitted to the expending agency.**

MEASURES OF EFFECTIVENESS

- By the end of the grant period, JCCH will have completed the Redesign and Renovation of the Okage Sama De Gallery.
 - Building permits secured
 - Demolition of Exhibit and Gift Shop
 - Completion of the Renovated Community Gallery
 - Completion of the Okage Sama De Gallery
 - Completion of the Gift Shop

After the grant period ends, a Grand Opening celebration of the new Gallery will be held, and the Okage Sama De Gallery will officially be re-opened to the public in the fall of 2026.

IV. Financial

Budget

1. **The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.**
 - a. Budget request by source of funds ([Link](#))
 - b. Personnel salaries and wages ([Link](#))
 - c. Equipment and motor vehicles ([Link](#))
 - d. Capital project details ([Link](#))
 - e. Government contracts, grants, and grants in aid ([Link](#))

The total budget for the project is estimated at \$2,026,940. We are committed to raising \$1,876,940 and request \$500,000 in State of Hawai'i support.

Total project funds will be used for: 1) design and permitting; 2) construction of new exhibit walls 3) large and small format printing of new displays; 4) replacement of display surfaces that are peeling and rippling; 5) creation of new object display cases; 6) installation of new lighting and replacing existing lighting with LED fixtures; 7) development and installation of digital media (monitors showing video, access to our interneer database); 8) installation of commercial-grade high-durability flooring.

Budget documents attached.

2. **The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2026.**

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
150,000	150,000	100,000	100,000	500,000

- 3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2026.**

The JCCH is committed to raising \$2,026,940 in government grants and private donations to meet and exceed the campaign goal. A new Board of Governors will be appointed to serve as the campaign committee. The capital campaign is led by Nate Gytoku and Beth Iwata, JCCH's director of development.

Funders being pursued for grants/donations for this campaign include:

• National Park Service's Japanese Internment Camp	\$202,900	Pending
• City & County of Honolulu GIA	\$150,000	Pending
• Institute of Museum and Library Services	\$ 75,000	Prospect
• National Endowment of the Humanities	\$ 25,000	Prospect
• Freeman Foundation	\$250,000	Prospect
• Various other private foundations	\$500,000	Prospect
• Individual donations	\$324,040	Secured/Prospect

- 4. The applicant shall provide a listing of all state and federal tax credits it has been granted within the prior three years. Additionally, the applicant shall provide a listing of all state and federal tax credits they have applied for or anticipate applying for pertaining to any capital project, if applicable.**

None.

- 5. The applicant shall provide a listing of all federal, state, and county government contracts, grants, and grants in aid it has been granted within the prior three years and will be receiving for fiscal year 2026 for program funding.**

Government Contracts, Grants, and/or Grants In Aid attachment.

- 6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2024.**

As of December 31, 2024, the Japanese Cultural Center of Hawaii's unrestricted current assets are \$4,625,682.

V. Experience and Capability

1. Necessary Skills and Experience

The applicant shall demonstrate that it has the necessary skills, abilities, knowledge of, and experience relating to the request. State your experience and appropriateness for providing the service proposed in this application. The applicant shall also provide a listing of verifiable experience of related projects or contracts for the most recent three years that are pertinent to the request.

PROPERTY RENOVATION - SUCCESS

The Japanese Cultural Center of Hawai'i, with its buildings just over 30 years old, is in a continual process of maintenance, upgrading, and renovation to keep the staff, tenants, and visitors safe while on campus. Modernizing infrastructure to ensure energy efficiency and cost savings is also of high priority.

Projects previously undertaken and successfully completed in the last three years at the JCCH include the Administrative Building elevator replacement, concrete spalling repairs, and skybridge drainage repairs.

The JCCH capital reserve plan identified facility projects requiring immediate attention including concrete repair, replacement of exhaust fans, upgrades to the fire alarm system, replacement of failing ceiling insulation, retrofitting of interior light fixtures, and parking garage deck sealcoat. JCCH is addressing the highest capital priorities through its building reserve fund, capital fund, private and public sources.

Along with the reserve study plans, the JCCH is anticipating a large-scale sustainability project aimed at improving the JCCH's energy and water consumption, and its solid waste production. Phase I of the project was an LED retrofit for the entire campus and an HVAC redesign of the Community Services building. This project was anticipated to save the JCCH approximately \$7,000 in monthly energy costs. The project concluded in Fall 2023, reducing JCCH's electricity usage by 15-20%.

CULTURAL RENOVATIONS – SUCCESS

The Honouliuli Education Center, a significant addition to the Japanese Cultural Center of Hawai'i, opened its doors to the public on October 22, 2016. This center was established as part of the JCCH's ongoing efforts to preserve and share the history of Japanese internment in Hawai'i during World War II.

Located within the Community Gallery space of the JCCH, the Honouliuli Education Center serves as a vital resource for educating visitors about the Japanese Hawai'i incarceration experience. The center features a comprehensive exhibit that includes photos of the Honouliuli Camp, artifacts from internees, oral history videos, and virtual tours of the Honouliuli National Monument.

In 2018, a small addition was made to the Okage Sama De exhibition at the Japanese Cultural Center of Hawai'i, highlighting the impact of Ellison Onizuka, the late astronaut from Kona who inspired a generation of Hawaii's children. This new section, called the Ellison Onizuka Remembrance, features photos and information about Hawaii's first astronaut. The collection also includes some of Onizuka's personal items, such as his NASA flight jacket and Boy Scout uniform. This addition serves to commemorate Onizuka's legacy as the first person of Japanese ancestry to become a U.S. astronaut and travel into space, showcasing his significant contributions to space exploration and his role as an inspiration for Hawai'i's youth.

2. Facilities

The applicant shall provide a description of its facilities and demonstrate its adequacy in relation to the request. If facilities are not presently available, describe plans to secure facilities.

The Japanese Cultural Center of Hawai'i facilities were built in the early 1990s. Professionally designed to evoke the Japanese influence on modern Hawai'i, the JCCH serves as a gathering place, offering educational programs, services, and cultural events to the community-at-large. The facilities are privately owned by the JCCH.

The two-building complex, containing over 57,000 square feet, consists of a four-floor Administrative Office building (Phase I, completed in 1991), and a five-floor Community Services structure (Phase II, completed in 1994) that also includes a 270-stall parking garage. A landscaped, multi-purpose courtyard on the ground level and sky bridge on the fifth floor connect the two buildings.

- The Administrative Office building serves as home to organizations such as the Honolulu Japanese Chamber of Commerce, United Japanese Society of Hawai'i, KZOO radio, Nippon Golden Network, and two major tea schools utilize the Seikoan teahouse. In addition to the JCCH offices, the Administration building houses the Tokioka Heritage Resource Center, a repository for rare historical documents, photos, and books on the history of Japanese in Hawai'i.
- The Community Services building houses the dōjō where twelve different martial arts schools from around Honolulu teach traditional Japanese martial arts – including kendo, karate, judo, and aikido. The historical gallery Okage Sama De, with the Ellison Onizuka collection, is also housed on the first floor of the Community Services building. Through private funding, JCCH has hosted over 5,000 elementary school children and teachers yearly (pre-pandemic) on docent-led tours of the historical galleries.
- The Community Services building is also home to the Honouliuli Education Center, the only comprehensive source of information about the internment site capturing its history and sharing internees' stories, personal artifacts, and a directory of Hawai'i internees.
- The Generations Ballroom, located on the 5th floor of the Community Services building, serves as the venue for JCCH festivals and is a popular venue for public and private gatherings. The Generations Ballroom is managed and operated by Bamboo Catering.

VI. Personnel: Project Organization and Staffing

1. Proposed Staffing, Staff Qualifications, Supervision and Training

The applicant shall describe the proposed staffing pattern and proposed service capacity appropriate for the viability of the request. The applicant shall provide the qualifications and experience of personnel for the request and shall describe its ability to supervise, train and provide administrative direction relative to the request.

STAFFING

- The Project Director is Nate Gyotoku, President and Executive Director of JCCH. Nate will be the lead staff for all aspects of management for the exhibit renovation project. With over 17 years of management experience, including ten years of nonprofit management and twelve years of executive management experience, Nate has proven success at creating and sustaining growth for various private and nonprofit organizations through effective relationship building, value creation, and team building. Nate has experience with project management including managing government (Federal, State), private foundation grants and projects. His primary role on the project will be to oversee the logistics, curatorial development, and renovation construction .
- Devynn Kochi, JCCH's manager of the Tokioka Heritage Resource Center, will assist with the exhibition development by identifying the artifacts, oral histories, and video recordings in our archives that share the personal stories of the internees. Under the tutelage of Violet Harada, Professor Emeritus, Library and Information Science Program at the University of Hawai'i at Manoa, Ms. Kochi has proven her ability to manage and organize our archives.

CONTRACTOR - DESIGN

- Craig Takahata, a principal and senior project designer at G70 International, will serve as the design leader. He is responsible for the renovation design and permitting and will oversee the project construction, including hiring of the general contractor and build-out team.

EXTERNAL STAKEHOLDERS

Historians who will help develop the exhibits include:

- Mr. Niiya is a public historian specializing in Japanese American history. Currently the content director for Densho and editor of the online Densho Encyclopedia, he has also held various positions with the UCLA Asian American Studies Center, the Japanese American National Museum, and the Japanese Cultural Center of Hawai'i that have involved curating exhibitions and developing public programs.
- Christine R. Yano, retired professor of Anthropology at the University of Hawai'i, has conducted research on Japan and Japanese Americans with a focus on popular culture. Her publications include *Tears of Longing: Nostalgia and the Nation in Japanese Popular Song* (Harvard University Press, 2002) and *Airborne Dreams: "Nisei" Stewardesses and Pan American World Airways* (Duke University Press, 2011). Dr. Yano has served as the vice president of the Association for Asian Studies at UH.

2. Organization Chart

The applicant shall illustrate the position of each staff and line of responsibility/supervision. If the request is part of a large, multi-purpose organization, include an organization chart that illustrates the placement of this request.

Organization Chart attached.

3. Compensation

The applicant shall provide an annual salary range paid by the applicant to the three highest paid officers, directors, or employees of the organization by position title, not employee name.

Executive Director	\$110,000 to \$120,000
Chief Financial Officer	\$90,000 to \$100,000
Director of Development	\$85,000 to \$95,000

VII. Other

1. Litigation

The applicant shall disclose any pending litigation to which they are a party, including the disclosure of any outstanding judgement. If applicable, please explain.

Not applicable.

2. Licensure or Accreditation

The applicant shall specify any special qualifications, including but not limited to licensure or accreditation that the applicant possesses relevant to this request.

Not applicable.

3. Private Educational Institutions

The applicant shall specify whether the grant will be used to support or benefit a sectarian or non-sectarian private educational institution. Please see Article X, Section 1, of the State Constitution for the relevance of this question.

Not applicable.

4. Future Sustainability Plan

The applicant shall provide a plan for sustaining after fiscal year 2026 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2026, but
- (b) Not received by the applicant thereafter.

MAINTENANCE OF GALLERY

Continued maintenance of the gallery will be funded by revenue generated by gallery admission fees. Admission will be charged for the Okage Sama De exhibition as well as for temporary exhibitions in the Community Gallery. Special admission will be charged for private docent-led tours. In fiscal year 2023-2024, approximately 5,000 individuals visited the Okage Sama De gallery, while an additional 402 visited through private tours. We will increase these numbers through special promotions and strategic marketing.

Additional revenue will be generated by special events like workshops, panel discussions, and retail pop-ups. The JCCH has hosted public events for over thirty-five years. In the fiscal year 2023-2024, over 8,000 people attended 43 outreach programs.

FUTURE SUSTAINABILITY

The Japanese Cultural Center of Hawai'i is engaged in a strategic planning process to better access community funding for the future, with a strong earned-income model for sustainability. The three areas of funding sustainability currently being implemented by the staff and board of the JCCH:

- 1) **Rental Income:** JCCH has conducted a comparison analysis of the rent value for each of its buildings. Using this data, the JCCH moved its administrative offices to the 2nd floor, and began leasing the ground floor unit resulting in higher rental income.
- 2) **Fundraising Income:** This includes a formalized plan led by JCCH's development director for grant funding, donor stewardship, and a capital campaign to secure monetary contributions from individuals and corporations with the support of JCCH's Board of Directors and Board of Governors.
- 3) **Fee-For-Service Income:** The JCCH has the potential to develop additional fee-for-service programs such as research, archive access, training, gallery tours, and mission-related merchandise.

The net facility income gained from leveraging higher income from the ground floor suite and lowering monthly operating expenses through energy efficiency, combined with increases in fundraising income, the JCCH anticipates accelerated reserve fund growth.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2025 to June 30, 2026

Applicant: Japanese Cultural Center of Hawai'i

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
A. PERSONNEL COST				
1. Salaries	0	0	0	0
2. Payroll Taxes & Assessments	0	0	0	0
3. Fringe Benefits	0	0	0	0
TOTAL PERSONNEL COST	0	0	0	0
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	0	0	0	0
2. Insurance	0	0	0	0
3. Lease/Rental of Equipment	0	0	0	0
4. Lease/Rental of Space	0	0	0	0
5. Staff Training	0	0	0	0
6. Supplies	0	0	0	0
7. Telecommunication	0	0	0	0
8. Utilities	0	0	0	0
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	0	0	0	0
C. EQUIPMENT PURCHASES	0	0	0	0
D. MOTOR VEHICLE PURCHASES	0	0	0	0
E. CAPITAL	500,000	302,900	150,000	1,074,040
TOTAL (A+B+C+D+E)	500,000	302,900	150,000	1,074,040
SOURCES OF FUNDING		Budget Prepared By: <div style="display: flex; justify-content: space-between;"> <div> (a) Total State Funds Requested 500,000 (b) Total Federal Funds Requested 302,900 (c) Total County Funds Requested 150,000 (d) Total Private/Other Funds Requested 1,074,040 </div> <div> Nathan Gytoku Name (Please type or print) Signature of Authorized Official </div> <div> 808-945-7633 ext 24 Phone 2025-01-07 Date </div> </div>		
TOTAL BUDGET	2,026,940	Nathan Gytoku, President & Executive Director Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2025 to June 30, 2026

Applicant: Japanese Cultural Center of Hawai'i

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				

JUSTIFICATION/COMMENTS: Not Applicable.

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2025 to June 30, 2026

Applicant: Japanese Cultural Center of Hawai'i

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS: Not Applicable.				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS: Not Applicable.				

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2025 to June 30, 2026

Applicant: Japanese Cultural Center of Hawai'i

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OTHER SOURCES OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY:2023-2024	FY:2024-2025	FY:2025-2026	FY:2025-2026	FY:2026-2027	FY:2027-2028
PLANS	0	0				
LAND ACQUISITION	0	0				
DESIGN	0	0		89,950		
CONSTRUCTION	0	0	500,000	1,095,240		
EQUIPMENT	0	0		341,750		
TOTAL:	0	0	500,000	1,526,940		
JUSTIFICATION/COMMENTS: CONSTRUCTION: General Contractor - \$500,000 from State GIA Includes: - De-installation of Honouliuli Education Center - Production and installation of new walls - Replacement of display surfaces - Production of new object display cases - Renovation of the retail area to better incorporate the entrance and exit of the core exhibit - Renovation of the Community Gallery (flooring, window treatment, updated fire exit doors)						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Japanese Cultural Center of Hawai'i

Contracts Total: 593,596

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	Operating - Ho'ohana Program	7/1/2023	Department of Business, Economic Development & Tourism	State of Hawaii	40,000
2	Capital - Replacement of the JCCH Administrative Office elevator in the Phase I building	4/1/2023	Department of Labor and Industrial Relations - Office of Community Service	State of Hawaii	350,000
3	Capital - Concrete spall repairs to the JCCH Administration building and Community Services building, as well as for booster pumps and a compressor to improve and upgrade HVAC systems	July 1, 2019 - June 30, 2020	Department of Labor and Industrial Relations - Office of Community Service	State of Hawaii	125,000
4	Operating - JACS - Starting fresh: gathering primary sources to improve the JCCH Hawaii Internee Directory	8/1/2022	National Park Service	U.S.	63,596
5	Operating - 2023-24 Biennium - New Year's Ohana Festival - Cultural programming support	1/1/2024	Hawaii State Foundation on Culture and the Arts	State of Hawaii	15,000
6					
7					
8					
9					
10					
11					
12					



JCCH Organization Chart

